

**Burlingame City Council Minutes
Regular Meeting
February 6, 2006**

1. Call to Order by Mayor.

The Mayor called the meeting to order at 7:01pm.

2. Roll Call.

Roll Call:	Present:	Bill Kraus Kevin Fry Julie Sanders Dustin Swander
	Absent	Chris Dubois Ron Nichols
	Staff Present	Kurt Hassler, City Administrator Jon Shaffer, Chief of Police

3. Citizen Comments.

Roger Love questioned the Council regarding what the City was going to do to improve the alley behind his house on Dayton Avenue and who was responsible for maintaining the alleys. He also asked who was responsible for upgrades to his electric service line from the utility pole to the meter on his house. The City Administrator was directed to place both of these items on the February 21st agenda.

Consent Items

Motion to approve the minutes from January 16th and appoint Joseph Lamond as the City's alternate representative to KMGA by Sanders and seconded by Fry.

Vote:	Ayes:	Kevin Fry Julie Sanders
	Nays:	Dustin Swander

6. Phase 1 Water Project.

Dale Yager with the USDA was present to provide paperwork to pay for the additional costs associated with the Phase 1 water project. Mr Yager asked that the council authorize the Mayor to sign the necessary paperwork with the approval of legal counsel.

Motion to review, approve, and adopt the following documents:

1. Supplemental Letter of Conditions dated February 6, 2006
2. RD 1942-46, Letter of Intent to Meet Conditions
3. RD400-1, Equal Opportunity Agreement
4. RD 400-4, Assurance Agreement
5. RD 1940-1, Request for Obligation of Funds for a loan of \$377,600.00
6. RD 442-7, Operating Budget.
7. RD 1910-11, Applicant Certification Federal Collection Policies for Consumer of Commercial Debts
8. RUS Bulletin 1780-27, Loan Resolution (Public Bodies)
9. SF 424.2, Application for Federal Assistance.
10. RD 1940-Q, Exhibit A-1, Certification for Contracts, Grants and Loans
11. AD-1047, Certification Regarding Debarment

by Sanders and seconded by Fry.

Vote:	Ayes:	Kevin Fry Julie Sanders Dustin Swander
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7. Purchasing Policy.

The Council discussed the purchasing policy proposed by staff. The Council was concerned about the \$3,000 limit set on non-budgeted items. Mr. Swander stated he was comfortable with a \$500 limit. Ms. Sanders stated she would be comfortable with a \$1,000 limit.

Motion to approve the policy as presented with changing the limit of non budgeted items changed to \$1,000 by Sanders and seconded by Fry.

Vote:	Ayes:	Kevin Fry
		Julie Sanders
	Nays:	Dustin Swander

8. Resolution 293.

The Council heard an update from Mr. Masters as to the progress he has made on his building at 114 E. Santa Fe Avenue. He also informed the Council he had sold the building at 116 E. Santa Fe Avenue to Pat Masters.

After hearing the report that all structural defects had been addressed the council took no further action on this item.

9. Brenda Dorr Request.

Mrs. Dorr presented a request to the Council to have the city pay for damage to the stove at her business during a voltage loss in the system in November, 2005.

Motion to deny the request from Brenda Dorr by Fry and seconded by Sanders.

Vote:	Ayes:	Kevin Fry
		Julie Sanders
		Dustin Swander

10. Susan DeMars Request.

The Council heard a request from Ms. DeMars to provide free or reduced utilities at The Hangout located in the former grocery store building. The Council asked Ms. DeMars had approached the Recreation Commission or had a non-profit status for the business. She stated she was pursuing a non-profit status and that she had not approached the Recreation Commission to date.

Motion to deny the request by Fry and seconded by Sanders.

Vote:	Ayes:	Kevin Fry
		Julie Sanders
		Dustin Swander

The Council stated that they would reconsider the request once the business has obtained non-profit status and the utilities for The Hangout have been separated from the upstairs apartment.

11. City-County Connecting Link Agreement.

Motion to not approve the agreement with the County by Fry and seconded by Sanders.

Vote:	Ayes:	Kevin Fry
		Julie Sanders
		Dustin Swander

12. Resolution 294.

Motion to approve Resolution 294 authorizing the City's participation in the KMEA Mutual Aid Program by Sanders and seconded by Fry.

Vote:	Ayes:	Kevin Fry
		Julie Sanders
		Dustin Swander

13. Utility Theft.

Mr. Hassler informed the Council that Cherish Raffa and David Miller had their utilities shut off for non-payment but it was later noted by staff that the electricity had been turned back on which constituted a theft of service. Staff was asking for permission to request that Ms. Raffa and Mr. Miller pay off the delinquent bill in full or authorize staff to press charges against them for stealing electricity.

Motion to authorize staff to send a letter to Cherish Raffa and David Miller requiring them to pay the back bill on their utility account or the city will press charges for theft of service by Sanders and seconded by Fry.

Vote:	Ayes:	Kevin Fry
		Julie Sanders
		Dustin Swander

14. Personnel Issues.

Motion to enter into executive session for 15 minutes to discuss candidates for power plant operator by Fry and seconded by Sanders.

Vote:	Ayes:	Kevin Fry
		Julie Sanders
		Dustin Swander

Motion to offer the position to Dannie Smiley at \$10.00 an hour and if he does not accept to offer the position to Nicole Godsey at \$10.00 per hour by Swander and seconded by Fry.

15. Personnel Issues.

Motion to enter into executive session for 20 minutes to discuss non-elected personnel by Fry and seconded by Sanders.

Vote:	Ayes:	Kevin Fry
		Julie Sanders
		Dustin Swander

Motion to enter into executive session for 10 minutes to discuss non-elected personnel by Fry and seconded by Sanders.

Vote:	Ayes:	Kevin Fry
		Julie Sanders
		Dustin Swander

Motion to raise the salary of the following individuals:

- Christina Lewis to \$14.50 per hour
- Ryan Dudley to \$12.00 per hour
- Jerry Hart to \$11.00 per hour
- Scott Master to \$11.00 per hour
- Donald Parker to \$8.50 per hour
- Anthony Richman to \$10.75 per hour

Jon Shaffer to \$15.75 per hour
Gerald Britschge to \$13.50 per hour
Gerald Zielinski to \$12.78 per hour
Norman Bloomquist to \$11.72 per hour
Larry Cline to \$9.52 per hour
Kerry Punches to \$6.50 per hour
James Strohm to \$13.68 per hour
James Welch to \$9.61 per hour
by Fry and seconded by Sanders.

Vote:	Ayes:	Kevin Fry
		Julie Sanders
		Dustin Swander

16. City Administrator Contract.

Motion to enter into executive session for 10 minutes to discuss the City Administrator's contract by Fry and seconded by Sanders.

Vote:	Ayes:	Kevin Fry
		Julie Sanders
		Dustin Swander

Motion to table this item to the March 6th meeting by Fry and seconded by Sanders.

Vote:	Ayes:	Kevin Fry
		Julie Sanders
		Dustin Swander

17. Reports.

Kurt Hassler – Mr. Hassler reminded the Council that the next meeting would be on Tuesday, February 21st due to Presidents Day, also the work session originally scheduled for February 13th would be rescheduled for February 27th due to a conflict with a Beautification Committee meeting.

Bill Kraus – Mr. Kraus asked if the Police Department could keep a closer eye on the former OK Cleaners. He will be removing the front of the building and filling in the old basement over the next couple of weeks. During that time he will have safety fence stretched across the front of the building for safety.

18. Adjournment.

Motion to adjourn the meeting by Fry and seconded by Swander.

Vote:	Ayes:	Chris Dubois
		Kevin Fry
		Ron Nichols
		Julie Sanders
		Dustin Swander

The Council adjourned at 9:52pm.

Christina Lewis, City Clerk